

Minutes From a Meeting of the Concordia Council on Student Life

Held on May 4th, 2007

SGW Campus H 769 10:00 am

PRESENT: Mr. Keith Pruden, Chair, Ms. Morris., Secretary, Ms. A. Arrizza, Ms. C. Boujaklian, Ms. D. Caputo, Mr. R. Côté, Ms. M. Drew, Dr. S. M. Graub, Ms. K. Hedrich, Ms. I. Lacelle, Ms. L. Lipscombe, Mr. O. Moran, Dr. M. Mulrennan, Ms. A. Novoa, Dr. F. Shaver, Ms. K. Sheahan, Mr. N. Stewart, Ms. L. Toscano, Mr. M. Venema, Ms. R. Wangechi

ABSENT WITH REGRETS: Mr. W. Curran, Ms. L. Stanbra, Ms. B. St-Laurent, Mr. M. Small, and Ms. R. R. Zhu

ABSENT: Mr. N. Bleser, Mr. J. Brisebois, Ms. J. De Cubellis, Mr. A. Ferrero, Mr. R. Schieir

DELEGATES: Dr. L. Bissonnette for Ms. B. St- Laurent, Mr. J-M. Edwards for Mr. W. Curran, Mr. J. Lachance

1. APPROVAL OF AGENDA

A motion to approve the agenda was made by Mr. Stewart and seconded by Ms. Drew.
The motion was carried unanimously.

2. REMARKS FROM THE CHAIR

The Chair thanked Council for forbearance of his absence from the last meeting and he thanked Mr. Côté for acting as chair.

3. APPROVAL OF MINUTES FROM THE MEETING OF April 13th, 2007

Ms. Lacelle requested that the minutes correctly reflect her title as Coordinator, International Students Office. A motion to approve the minutes as amended was made by Mr. Stewart and seconded by Ms. Novoa.

The motion was carried unanimously.

4. BUSINESS ARISING FROM THE MINUTES

Ms. Novoa notified Council that students find campus posters across the campus to be problematic. Specifically in terms of the number of posters on bulletin boards and the lack of maintenance of the boards. She stated that the HOJO has an online classified section to which students can be directed to place ads. Ms. Novoa asked who is responsible for maintaining bulletin boards on campus. The Chair replied that clearing of the boards is handled collaboratively amongst several departments. The office of the Dean of Students hires a student to remove expired posters on both campuses. The department of Security as well as Custodial

Services do the same. The faculty associations as well as the CSU and GSA are able to authorize posters and therefore are also responsible for removing expired posters. The current Poster Policy was intended to restrict the amount of poster to a certain degree, particularly election posters. He also stated that Council would be open to ideas on restricting the number of posters being put up.

Mr. Stewart suggested that rather than restrict the number of posters, perhaps Council could endorse the use of the HOJO website for classifieds and bulletin boards for posters on events. He also indicated that another problem is that there are poster boards that are not being used.

Mr. Venema stated that the fact that poster boards are so full is a testament to the amount of activity ongoing in student life. He felt the freedom students have in poster is an important one. Ms. Arrizza suggested making a list of all the poster boards to be checked so as to ensure that all boards are routinely cleared. She felt that the main boards that are checked frequently are the ones beside the escalators. Other boards are neglected and she suggested that more than one person is hired to remove posters. Ms. Arrizza added that the collaborative effort requires more organization so as to ensure that each department is working on the boards efficiently. The Chair noted that the only groups able to authorize posters are student associations; therefore the posters going up are either authorized by student associations or are unauthorized. He added that his office contacted the CSU on several occasions because there were posters that had been authorized that did not meet the criteria. The Chair felt that perhaps student associations ought to enforce the standards for approving posters more strictly. He also stated that the financial reality is such that it is not possible to hire more than one individual to remove posters.

Ms. Novoa added that she felt the Loyola campus does not have sufficient poster space. Poster boards appear to be centered in the Hall building and she asked what Council could do to improve the situation at Loyola. The Chair explained that the matter is complicated as there are different types of poster space such as departmental poster boards under the control of the Faculties or various departments, and there are poster boards that are for general use that are supervised by the current poster policy. Some student associations (MSA & CSU) have boards accessible only to them. Adding poster boards at Loyola would be an extensive project requiring input from Facilities Management as to where the boards can be put up. The Chair added that there is also currently a concern about fire regulations with respect to adding more poster boards that are not enclosed in glass in the Hall building. Mr. Stewart added that Mr. Normand Lanthier said that poster boards could be placed at Loyola in any location that houses temporary posters for election. Mr. Stewart felt that Loyola has seen an increase in activities in recent years, therefore adding posters would be a good way of reaching student associations at Loyola. The Chair agreed to discuss the fire safety issue with Mr. Lanthier and report back to Council. Following further questions from Council, the Chair clarified that the current poster policy does not specify details on the content of posters, the policy states that posters are to advertise events occurring on campus related to student and academic life. He added that there is an unwritten understanding that students selling books and furniture can place ads on the boards; however, the onus is on the individual authorizing the poster to decide whether the poster fits within the guidelines of the policy. External commercial posters are strictly prohibited. Council further discussed the possibility of using a few boards for classifieds and the other boards for events. Ms. Novoa suggested encouraging students to use the HOJO online classifieds thereby freeing up

physical boards for on-campus events. The Chair suggested using the CSU boards next to the HOJO as they are glassed in and easier to maintain. Dr. Shaver suggested however that many student ads have a telephone number that can be ripped off and so placing such ads in a glassed case may not be practical. Mr. Côté suggested that Council look at the number of boards on campus and investigate whether it would be advantageous to consider electronic posterage. The Chair suggested that this idea can be looked into for advertising. Mr. Côté asked for clarification as to whether the CSU boards will be used for advertising and Ms. Novoa agreed to discuss the issue further with Mr. Pruden.

5. Reports

Ms. Boujaklian reported that Martine Lehoux, Director of Space Planning, had informed her that the University's master plan for space allocation has been approved for the Hall Building. It is a ten year-long vision and there will be a number of renovations. Some will likely occur over the summer and some are more long-term. The Lobby and the Mezzanine will remain public spaces. The Java U café, the cafeteria will remain more or less the same, perhaps with a few cosmetic renovations. The fourth, fifth and sixth floors, will be classroom space and Student Services. The plan is to enlarge the central hallways, removing some of the walls so as to increase natural lighting and create more lounge space in the same way as it was done on the eighth floor. The seventh floor will remain, as it is with the CSU, Conference Services and the Cafeteria intact. The eighth and ninth floors will be for Engineering teaching labs and the renovations on the eighth floor are complete, however the ninth floor will be complete this year. The tenth, eleventh and twelfth floors will be reserved for five departments in the Social Sciences.

All escalators are going to be encased in the same way as they are currently on the seventh, eighth, tenth and eleventh floors. This is to minimize the noise and traffic on landings.

The very short-term renovations for this summer will be replacing the passenger elevators. There are currently three elevator shafts, but only two are in use. The plan is to take the space of the three shafts and make two larger ones to accommodate wheelchair access. Also planned for the summer are renovations to the bathrooms. The amphitheatres on all floors are going to be renovated, beginning this summer with the two that are on the fourth floor and one on the fifth floor. There will also be improved lighting on the fourth and fifth floors by means of removing a wall to increase natural lighting. Also on other floors, opaque glass paneling will be installed along with florescent lights so as to improve lighting in the corridors.

Mr. Venema asked whether plans included the escalators stating that they were down many times over the year. He also asked whether the change of the escalators altogether has come up. Ms. Boujaklian replied that all the escalators were renovated last year. The escalators are very old models that have been discontinued. Repair parts have to be constructed, as they also no longer exist. The Chair added that the idea of replacing the escalators is currently on the table, however it is a major project that would be very costly. The major problem with the escalators is that when the Hall building was designed for 5,000 students per day intended it for use. Today the building is used by up to 17, 000 individuals daily and the escalators simply cannot handle the load. Ms. Boujaklian added that there are no foreseeable changes to them at the moment. She advised Council to phone 2400 whenever the escalators are down. Ms. Hedrich and Ms.

Arrizza expressed concern that closing landings on the fourth and fifth floors is dangerous because it is an extremely high traffic area. At present there are bottleneck blockages as students leave classes from both floors at the same time; they felt that having the glass casing will make the problem worse regardless of whether there is additional lounge space on these floors. They felt that the glass casings on 7th and 8th floors work well because there is significantly less traffic on those floors. Ms. Boujaklian agreed to convey their concerns to Space Planning.

Mr. Stewart asked what the timeline was for the renovations to the fourth, fifth and sixth floors and Ms. Boujaklian replied that it is a long-term vision of ten years. It is dependent on the occupancy of the building; for example, renovating the tenth, eleventh and twelfth floor was slightly easier as those floors were practically empty, thereby involving less disruption. Renovating floors that are occupied requires doing smaller jobs during the day and major work during the night. Also, while the overall project has been approved by the University, it will still be necessary to request financial support for each of the components of the project. This is the reason it is being viewed as a long-term plan.

Ms. Novoa asked if the space on the tenth floor could be used as offices or storage space until such time as the renovations begin. Ms. Boujaklian indicated that during this time of transition it would be difficult to say which space is slated for immediate use, however a request for using some of the space can be made through Space Planning as they are aware of the timeframe for each project.

Mr. Venema asked what plans were being discussed for other buildings, stating that the Fine Arts Department is unable to provide appropriate space for students. Ms. Boujaklian stated that the research committee has approved the master plan for the Library building. Mr. Stewart added that as far as he understood the Grey Nuns building would house Fine Arts the department in the long term. Ms. Arrizza asked what the plans were for the Mezzanine and Ms. Boujaklian informed Council that it is going to be public space, where the Java-U and the Computer store will remain and any changes to the Mezzanine will be cosmetic. The Chair confirmed that the Mezzanine would be turned into a student lounge area. Council discussed the use of space in the VA annex for the Visual Arts department and Mr. Venema indicated that the space in the VA is suited for Visual Arts students.

The Chair invited Mr. Côté to present his report on the Student Services budget (see attached). Ms. Novoa thanked Mr. Côté for the presentation, stating that some of the questions students had concerning the Student Services fee increase were answered. She asked for clarification as to the main cause of the increased fees being labor negotiations and whether the result of current negotiations could result in further increases to the fees. Mr. Côté explained that indeed future salary increases are expected; however the increase is anticipated in the next three-year cycle, which is currently being budgeted for. Funds are being set aside for when the union settlements come in and it is based on the variable given by the university of 4%. Student Services will work within the budget that they have committed to as they have done in the past. He stated that he does not expect the outcome of the current negotiations to result in an increase in fees.

Mr. Moran updated Council on the Healthy Campus Initiative stating that they were unable to meet to date. The committee will attempt to meet over the summer and the main goal will be

promoting the Healthy Campus Initiative. The department of Marketing Communications is also involved in planning the promotion. The committee's next step would be to continue with the 'Take the Stairs' campaign and he informed Council that the University of Laval has a 'Take the Stairs' campaign organized through their department of Human Resources; whereby prizes were offered to individuals who took the stairs. Mr. Moran distributed a pamphlet for Council to peruse (see attached). Ms. Lipscombe agreed that having a prize incentive is a good promotional idea and she felt the initiative is a worthy cause to be promoted in this way.

Ms. Drew reported on the Budget and Funding committee. She circulated a document to Council (see attached), and she explained that the report contained the results of discussions from committee meetings, and it lists short and long-term goals and recommendations. The first recommendation is continued exploration of the possibility of additional support from the University, as well as lobby the provincial government for additional funding. This is listed as a long-term goal, however the committee is committed to finding actionable items to attain this goal. The next recommendation is the re-examination of the structure of the fee. Next is the idea of generating revenue through affinity programs. The committee sees this recommendation as one that could be short term; beginning with the striking of a committee specific to this recommendation. The final recommendation is developing a communications strategy with the idea of improving the visibility of Student Services and also ensuring the program is recognized as a potential revenue-generating source.

Dr. Shaver asked whether there would be a differential analysis of full-time versus part-time students and is it possible to treat the two statuses differently. Ms. Drew stated that as far as she understood the university does not currently make that distinction. However, there would have to be an examination of part time versus full time status especially if there would be a common fee.

6.0 Student Life Issues

Mr. Stewart requested that Council email him any important dates that they would like to have printed in the CSU agenda. He asked that the emails be sent out ASAP.

Dr. Shaver requested that the dates be double checked for accuracy prior to printing. Ms. Novoa informed Council that the student union tried to address inaccuracies with a disclaimer in the agenda encouraging students to check the University Calendar.

7.0 New Business

The Chair invited Dr. Leo Bissonnette of the Access Centre for Students with Disabilities (ACSD) who on behalf of Ms. Brigitte St-Laurent, presented a proposal for funding from the WalkSafe funds. Dr. Bissonnette expressed gratitude to the Chair and to Council to be able to present the recommendation for funding. Dr. Bissonnette circulated a document containing details on the proposal. He explained that the ACSD is seeking funding for computer stations in the computer lab to be turned over to their office. Dr. Bissonnette explained that the ACSD recently received approbation for a state of the art computer lab on the fifth floor of the Hall

building. The room could potentially house up to 18 computer stations and the current proposal of 8 station serves as a baseline from which to build. He explained that the adaptive technology available today is largely available in mainstream computer technology, where the major difference is the software housed on the computers not the computers themselves. He also stated that the items listed in the proposal accommodate a range of needs. The ACSD is requesting \$ 30,000 based on the quotations received and they may go to the Ministry in order to supplement whatever CCSL grants. Mr. Bissonnette thanked Council for the opportunity to present the proposal and asked if there were any questions. Ms. Arrizza asked if there was a way of obtaining a reduced price for the computer hardware as well as securing service contracts for each machine. Dr. Bissonnette informed Council that they worked with Ms. Lipscomb, and her team at the Computer Store were helpful in obtaining the quotes. He indicated that he felt that perhaps the Computer Store staff could help to further reduce the cost. Mr. Edwards stated that working for the IT in the Library he is familiar with pricing for computer hardware and he indicated that the prices listed in the proposal were not too high. Ms. Lipscomb added that the Computer Store tries to work with Dr. Bissonnette to take advantage of educational software that is not available in other areas. The Computer Store is aware that the ACSD offers services not available elsewhere on campus and so the store offers assistance as much as they can with the knowledge that funding is low. Mr. Côté thanked Dr. Bissonnette for his presentation, adding that Concordia is one of the leaders in providing services for students with disabilities; students seek out Concordia's ACSD, and professors also refer students to the ACSD. Currently there are 767 registered students with disabilities using the services provided by the ACSD. Mr. Côté stated that these numbers reflect the value and importance of the services. Council discussed the matter further and Dr. Bissonnette further explained that of the 767 students registered, 60% are in the broad category of learning disability, which makes them ineligible for provincial funding to take advantage of individual equipment at home. He stated that the efforts of the ACSD are to provide technologies that would place these students on the same level as their colleagues.

Council discussed the amount of funding available in the WalkSafe Fund and it was established that there was an amount of \$ 25,000 pending for the bus shelter proposal. Ms. Novoa stated that the CSU will not go ahead with the bus shelter project and the Chair advised Council that given this change, Council might endorse the proposal from the OSD for up to \$30,000. The following motion was made by Dr. Shaver and seconded by Ms. Sheahan:

BIRT CCSL supports the proposal from the Access Centre for Students with Disabilities by transferring the sum of \$ 30, 000 towards the purchase of eight workstations in the ACSD computer lab.

The motion was carried unanimously

Dr. Bissonnette expressed his gratitude to Council for the funding and to Ms. Lipscomb for her assistance with his presentation.

Ms. Wangechi congratulated Mr. Côté for his recognition with an alumni award. She advised Council that there will be a banquet and invitations will be sent via internal mail.

Ms. Novoa requested an update on the amount of funding given out to Special Projects and the Chair stated that he would get it to her following the meeting. The Chair also stated that there would be an official email sent out later in the day, with a copy to CCSL reporting on the status of the GSA. The Chair thanked Council for their participation over the year.

8. Next Meeting

September 2007

9. Termination of meeting

A motion to terminate the meeting was made by Ms. Sheahan and seconded by Mr. Stewart.

The motion was carried unanimously